

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave., GEF 1, Room D203

Madison, WI

April 16, 2004

10:00 AM - 12:00 PM

MINUTES

COMMITTEE: Members (Present = X)

X Bill Clingan, Chair	DWD/DWS	X Teresa Pierce	Workforce Connections
X Marcia Christiansen	Forward Service Corp.	X Marilyn Putz	Kaiser Group
X William Clay	OIC-GM	Terri Rapp	PAW Consortium
X Liz Green	Capitol Consortium	X John Rathman	Outagamie County
X Connie Hendries	Lakeshore Consortium	X Shirley Ross	LaCrosse County
X Deb Hughes	Southwest Consortium	Jerry Stepaniak	MAXIMUS
X Ed Kamin	Kenosha County	X Cindy Sutton	Rock County
Tina Koehn	UMOS	X Michael Van Dyke	Door County
X Kathi Madsen	Douglas County		

COMMITTEE: Alternates (Present = X)

Kelly Blaschke	MAXIMUS	Anne Carrell	PAW Consortium
X		X	

DWD STAFF ATTENDEES:

Fred Bartol, DWS/BWP
Nancy Buckwalter, DWS/BPS
Sandy Breitborde, DWS/BWI
Frank Conway, DWS/BWI
Kevin Crampton, DWS/BPS
LaTanya Dukes, DWS/BPS
Thia Heil, DWS/BJs

Ron Hunt, DWS/AO
Jill Jokela, ASD/BITS
Jane Kahl, DWS/BWP
Joan Larson, DWS/BDS
Kelly Millard, DWS/BDS
Pat McDonnell, DWS/AO
Jude Morse, DWS/BPS

Anna Oehler, DWS/BWI
Janice Peters, DWS/BWP
Jacquie Piraino, DWS/BDS
Linda Preysz, DWS/BWP
Dianne Reynolds, DWS/BWP
Tom Smith, ASD/BB
Mary Tremain, DWS/BDS

GUESTS:

Jane Batha, ACS
Donna Blus, Marathon County
Linda Brandenburg, OIC-GM
Erin Fath, DOA

Susan Fergus, Racine County
Earlean Gilmer, Lad Lake, Inc.
Beth Hicks, UMOS
Carri Jakel, LFB

Carol Medaris, WCCF
Adele Robinson, Kenosha County
John Wilberding, MAXIMUS

RECORDER: Jude Morse, DWS/BPS

Minutes Approval

The March 19, 2004 minutes were approved.

Update on C&I, Workgroups and DWS TANF Forum Structure

Bill Clingan presented an update on the structure of the W-2 Contract and Implementation (C&I) Committee, Workgroups and a DWS TANF Forum. Some W-2 agency representatives asked about where the various functions of the previous C&I Subcommittees will be handled in the new structure, and Bill stated that DWS will distribute a document on this to C&I. W-2 agencies asked for an opportunity to give input on provisions of the next W-2 Contract. Bill responded that DWS will prepare a short description of an ad hoc Contracts Workgroup, and will provide an opportunity for those who are interested in this Workgroup to sign-up.

DWS posted sign-up sheets for Workgroups at the end of the C&I meeting, and Bill asked those who are interested in participating on the Forum contact Jude Morse. There will be additional opportunity for W-2 agency representatives and advocates to express interest in serving on the groups. DWS will appoint members to the Workgroups and the Forum to include the various types of W-2 agencies such as private and county agencies.

Contracts Subcommittee

Ed Kamin reported that the funding survey was sent to all W-2 agencies and already many surveys were returned to Ed. W-2 agencies asked about the 2004-05 W-2 Contracts funding, including the period of time for the benefits funding. DWS will follow-up and provide responses.

Program Policy Subcommittee

Marilyn Putz reported that the Subcommittee continues to discuss disability and SSI issues in providing W-2 services. Janice Peters stated that there will be discussion on the role of the twenty-four month clocks in the W-2 program.

Performance Standards Subcommittee

John Wilberding provided the Subcommittee's report on behalf of Michelle Buckingham. John reported that the Subcommittee is reviewing the Performance Standards Adjustments policy draft. John reiterated the need for expert level WISDOM training.

W-2, Income Maintenance, Food Stamp Employment and Training, and Child Care Coordination Subcommittee

John Rathman reported that the Subcommittee continues to discuss program coordination for energy assistance. A W-2 agency representative asked that DWD consider joint meeting with DHFS to discuss coordination of entitlement programs and the W-2 program at the Division Administrator/Deputy Administrator levels. Bill Clingan agreed to contact DHFS.

The October 2004 C&I meeting will be scheduled on October 22, 2004 to be on the day after the IMAC meeting in October.

Client Assistance for Reemployment and Economic Support (CARES)/Information Technology (IT) Subcommittee

Liz Green reported that some of the issues that were handled by the Subcommittee now are being handled by the new W-2 Reports and Information Users Group.

Caseload Information Subcommittee

Kelly Blaschke reported on behalf of Jerry Stepaniak that the Subcommittee did not meet.

Best Practices – Case Management

Bill Clingan reported that this topic is moved to the May C&I meeting.

Update on W-2 Projections

Ron Hunt presented an update on W-2 projections. The W-2 Projections Workgroup was convened via conference call on April 15. The group includes representatives from the various types of W-2 agencies and an advocate. The Workgroup will focus on issues related to W-2 projections, and will review the results of the funding survey developed by Ed Kamin. Some W-2 agencies asked questions about DWD's timing for requesting any additional W-2 Contracts funds, and Bill Clingan responded that DWD is gathering information to address W-2 funding soon, however this needs to be handled thoroughly because the state's TANF fund balance is controlled by the legislature, not DWD, and there are competing TANF program demands for the funds.

Some W-2 agencies asked questions about funding for the W-2 Contract in a geographic area if the current agency uses all the funding. W-2 agencies also asked questions about what would happen if one member agency withdraws from a consortium, and if a W-2 agency terminates the current W-2 Contract, would the agency be eligible to compete in subsequent W-2 procurement processes. Joan Larson agreed to provide responses to these questions in writing.

Update on TANF Reauthorization

Dianne Reynolds reported that the continuing resolution on TANF extends through June 30, 2004. Federal legislators are discussing possible additional funding for Child Care. A W-2 agency representative asked about discussions to link TANF with WIA, and Ron Hunt responded that there has not been agreement on this in the conference committee, however there has been discussion about one stop infrastructure and requiring TANF as a partner.

Updates on Program Policies

Janice Peters presented an update on Ops Memos recently issued and draft Memos that will be sent out for external review soon. Some W-2 agency representatives expressed concerns that the Memos do not allow enough time for agency implementation, including staff training. W-2 agencies discussed recommendations to DWS on the time needed for agency implementation of DWS Memos. Bill Clingan stated that the W-2 Focus Group, one of the new workgroups being developed, will allow feedback from agencies and advocates on draft Memos including feedback on implementation timeframes in addition to feedback on draft policies.

Janice Peters reported on DWS follow-up on agency concerns about the costs of providing assessments for treatment. W-2 agencies are being surveyed by an e-mail sent via the regions. Edie Sprehn stated that the regional e-mail will be re-sent to assure consistency across regions to survey on services and costs.

Bill Clingan stated that an ad hoc Case Transfers Workgroup will address case transfer issues, including Milwaukee and any balance of state case transfer issues. There will be an opportunity to sign-up for those who are interested in participating on the Workgroup.

Bill Clingan also provided an update about an ad hoc Performance Standards Workgroup, with Jane Kahl as the lead and Fred Bartol the back-up. The Workgroup will consider bigger picture issues related to Performance Standards. Bill also announced that an ad hoc Workload Impact Workgroup will be established to review and make recommendations on agency workload issues.

Jane Kahl reported that the Performance Standard on Timely Entry for Extensions is being changed to an informational standard. More information on this change will be issued in writing.

Updates on Reports

Sandy Breitborde presented an update on the W-2 Reports and Information Users Group, which will be convened in May. The group's purpose will be focused on identifying W-2 reports and information needs of users and providing a forum for discussion of local training needs. The group will not discuss individual cases or program policies.

A W-2 agency representative asked about the status of the "W-2 Report Card", and Edie Sprehn stated this is being worked on for the CORE system because the previous "W-2 Report Card" was based on WIFRS.

Sandy Breitborde reported that the 2002-03 Performance Standards are being finalized. The 2004-05 Exceptions Report is ready in draft form.

Other Updates

Ron Hunt reported that LAB is starting to visit Milwaukee W-2 agencies in April, with additional agency visits to occur in subsequent months.

Suggestions for Agenda Topics for Next Meeting

A W-2 agency representative suggested updates on the W-2 Projections Workgroup and funding as topics for the next C&I meeting.

NEXT MEETING DATE: **May 21, 2004**
 201 E. Washington St., Room D203, Madison, WI